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# **Transit Strategic Plan (TSP) Proposed Guidelines Changes**

**Transit Service Delivery Advisory Committee  
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# Transit Strategic Plan Process

- 2018 Virginia General Assembly legislation (33.2-286 – *Urban transit agency strategic plans*)
- Requires transit agencies operating in urbanized areas to develop a Transit Strategic Plan (TSP)
- Strategic blueprint outlining desired changes to improve the provision of transit services throughout each agency’s service area within existing funding structures

Agencies in Virginia that Require a TSP	
DASH - Alexandria	Arlington Transit (ART)
Fairfax Connector	Loudoun Transit
Potomac and Rappahannock Transportation Commission (PRTC)	Blacksburg Transit (BT)
Charlottesville Area Transit (CAT)	Fredericksburg Transit
Greater Lynchburg Transit Company (GLTC)	Greater Richmond Transit Company (GRTC)
Greater Roanoke Transit Company (Valley Metro)	Harrisonburg Transit
Hampton Roads Transit (HRT)	Petersburg Area Transit (PAT)
Radford Transit	Williamsburg Area Transit Authority (WATA)

# Transit Strategic Plan Process

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- **Agency Size Requirements**

- *Must serve an urbanized area with 50,000 people or more; **AND***
- *Must operate a fleet of 20 or more buses*

- **Update Frequency**

- *“As a condition of receiving funds from the Commonwealth Mass Transit Fund, any transit agency that meets the criteria...shall develop, and **update at least once every five years**, a strategic plan using the guidelines approved by the Board”*

- **Annual Update Requirement**

- *Requirement for Transit Development Plans and Transit Strategic Plans*
- *Must be provided to DRPT by January 15<sup>th</sup> as part of the grant application process*

# Proposed Change #1

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- **Recommendation:** *Modifying the Annual Update process from a letter submission from each transit agency to a joint quarterly meeting*
- **Rationale:**
  - *Replaces the previous submission method of a letter from each transit agency by January 15<sup>th</sup>*
  - *A joint quarterly meeting in coordination with the transit agency's Program Manager*
  - *Generates information for elements of the Annual Update letter through discussion and review*
  - *Ensures timely delivery of the Annual Update ahead of the grant application cycle*

# Annual Update (Joint Quarterly)

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## Joint Quarterly

- *Transit Planning staff attend one quarterly meeting a year with the Program Managers*
- *Review TSP progress/changes*
- *Review performance data*
- *Discuss short-term needs*
- *Check vehicle inventory (TransAM) and review ridership trends*
- *PTASP and TAM reporting*
- *Other planning needs*
  - *Governance changes*
  - *Fare changes*
  - *Route studies*
  - *New services/facilities*
  - *Unforeseen fluctuations/events*
- *All meetings to be completed ahead of the next grant application period*

# Proposed Change #2

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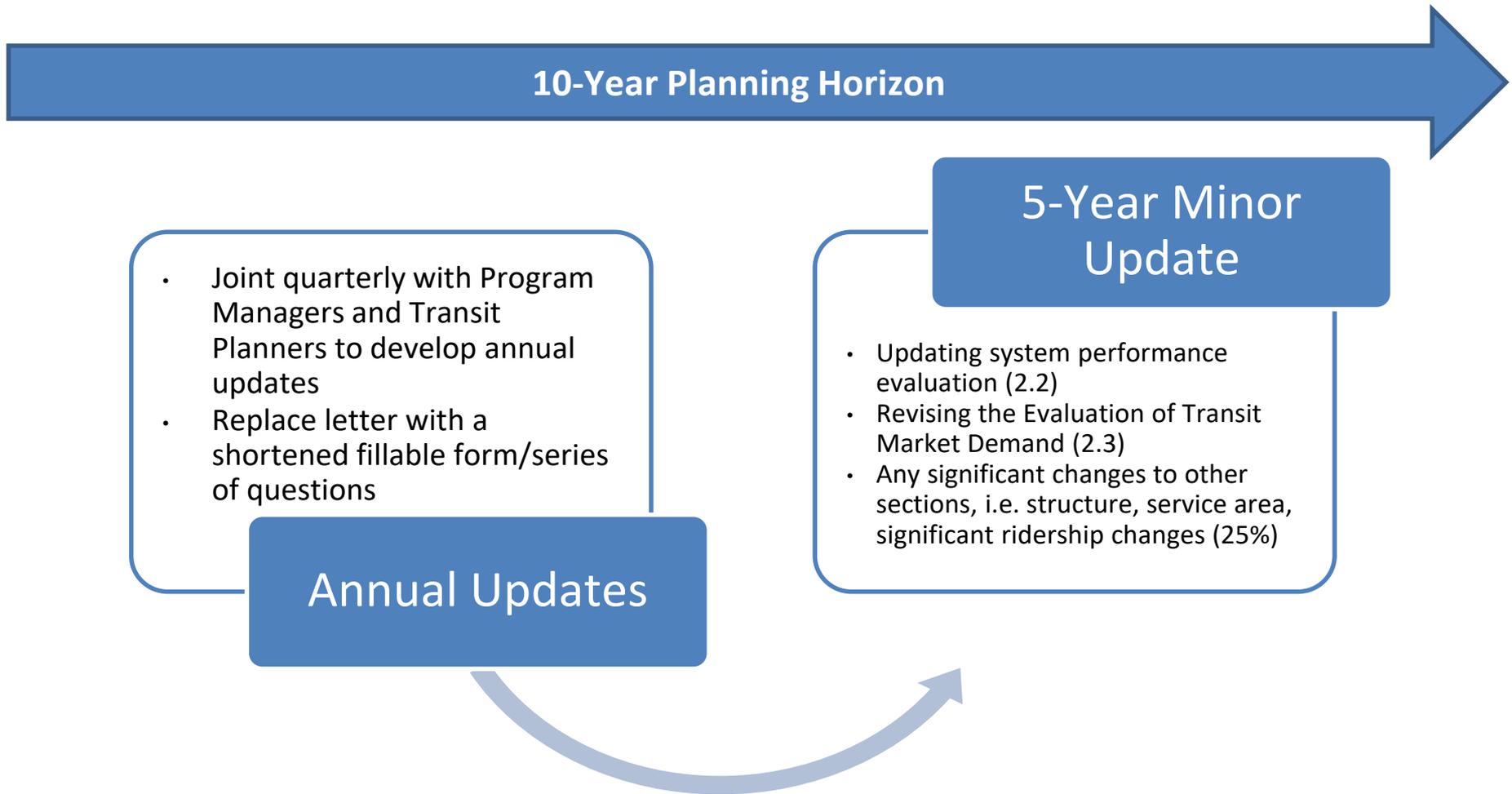
- **Recommendation:** *Modification of 5 year review from major update to minor update*
- **Rationale:**
  - *The requirement of a major update of a TSP every 5 years is a huge cost burden for the transit agency*
  - *Current legislation only requires a TSP to be updated at least once every 5 years (33.2-286 B.)*
  - *A 5 year overhaul may be unnecessary if an agency's goals and objectives have not dramatically changed within the past 5 years*
  - *The 5 year full review with Annual Update meetings with DRPT Program Managers and Transit Planners will both satisfy federal and state reporting requirements, and provide transit agencies with the flexibility to meet their unique planning needs*

# 5-Year Minor Update

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- **At the 5-year mark a transit agency will have two options:**
  - **Major Revision**
    - *Agency would be responsible for funding the major revision*
    - *Could be eligible for Technical Assistance funds to cover part of the cost*
  - **Interim Update**
    - *Elements of an interim update would include:*
      - *Updating system performance evaluation*
      - *Revising the Evaluation of Transit Market Demand (demographics)*
      - *Any significant changes to other sections, i.e. structure, service area, significant ridership changes*
      - *Incorporate annual update (joint quarterly)*

# Revised TSP Concept



# TSP Guidelines - Open Discussion

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